

LOCKPORT, ILLINOIS

FEBRUARY 6, 2017

TOWN CLERK'S RECORD BOOK

TOWN FUND

The Lockport Township Board of Trustees met in the Central Square Board Room 318, 222 East Ninth Street, Lockport, Illinois on Monday February 6, 2017 at 7:36 PM with Supervisor Ron Alberico presided.

Present were Supervisor Ron Alberico, Trustees John Batusich, Barb Boyce, Mike Lewandowski and Dean Morelli, Assessor Debbi Mason, Clerk Denise Mushro Rumchak, Highway Commissioner John Cielenski, Collector Lance McCalla, Attorney Gary Mueller, Deputy Clerk Jessica Strickland, Resident Grant Spooner filming the meeting and Resident Karen Johnson. The meeting agenda was posted at the Crest Hill & Lockport Libraries, Lockport Township Government Building, Central Square Building, on the Township's website (Clerk's section) and on the Board Room door.

On a Motion of Boyce, seconded by Batusich to approve the minutes from the previous regular monthly meeting held on January 9, 2017.

MOTION CARRIED

There was discussion with the Board in regards to the Tovar Snow Professional bills, contract and future snow removal options for the next winter season. Commissioner Cielenski was approached to see if the Highway Department could do this service. Commissioner Cielenski stated he does not have enough manpower.

On a Motion of Batusich, seconded by Morelli to approve the total bills and payroll in the amount of \$141,805.28. Roll call vote resulted in Alberico Aye, Batusich Aye, Boyce Aye, Lewandowski Aye, and Morelli Aye.

MOTION CARRIED

Assessor's Report- Assessor Mason requested the Board to approve payment for lodging for the Educational Conference coming up on March 19, 2017 through March 22, 2017. This approval will include five employees from the Assessor's office.

On a Motion of Batusich, seconded by Boyce to approve lodging payment for five employees to attend the Educational Conference in March 2017. Roll call vote resulted in Alberico Aye, Batusich Aye, Boyce Aye, Lewandowski Aye, and Morelli Aye.

MOTION CARRIED

Clerk's Report- Clerk Rumchak announced the Baby/Youth Wellness Clinic for newborns to 18 years of age will be held on Thursday, February 23, 2017 from 9:00 AM – 1:00 PM at Advanced Pediatric Care. This clinic includes free wellness checks and school/sport physicals. If any resident is interested, please give the Clerk's office a call to set an appointment.

Clerk Rumchak informed the Board that Early Voting for the Consolidated Election on April 4, 2017 will be conducted in her office starting March 20, 2017 through April 3, 2017 at Lockport Township Government Building located on Farrell Road. The hours of operation for Early Voting will be Monday-Friday from 9:00 AM to 4:00 PM and on Saturday March 25th & April 1st from 9:00 AM to 12:00 PM. Clerk Rumchak mentioned that residents can also request a Vote by Mail application which is sent out from the Will County Clerk, Nancy Schultz Voots's office. Clerk Rumchak disclosed the April 4, 2017 election is very important because it involves all taxing bodies.

Clerk Rumchak announced that the Annual Town Meeting will be held on April 11, 2017 at 6:30 PM at the Lockport Township Government Building, 1463 S Farrell Road, Lockport, IL 60441 in the Community Center. Clerk Rumchak read, not less than 15 days before the Annual Meeting, the Township Board shall adopt an agenda for the Annual Meeting. Any 15 or more registered voters in the Township may request an agenda item for consideration by the electors at the Annual Meeting by

giving written notice of a specific request to the Township Clerk no later than March 1 prior to the annual meeting. The agenda published and approved by the Township Board shall include any such request made by voters if the request is relevant to powers granted to electors under the Township Code. There are thirty eight powers that the electors present at the Annual Town Meeting may participate in. For more information, please call the Clerk's office.

Clerk Rumchak stated she has received two quotes to digitalize her office. This information will be presented to the Board at the Budget Meeting to see if the program is cost effective.

Clerk Rumchak has been working with the Local Record Act Department to set up a program to assist with the organization and time management of all records on file. Clerk Rumchak also added that her office is up to date on all records that need to be disposed of.

Clerk Rumchak requested to the Board to have a recognition page on the Lockport Township's website for all veterans and maybe look into a veteran's scholarship program. Supervisor Alberico expressed the scholarship program would be a great idea.

There was discussion with the Board about the Local Records Act, digitalizing documents and needing hard copies of all documents for accounting purposes.

Central Square Report- Supervisor Alberico informed the Board that there has not been a Central Square meeting since the beginning of December. He stated once a meeting is held and all bills are paid from the month of December, the Central Square Report will be removed from the Township's agenda.

Supervisor Alberico announced Lockport Township will be sponsoring Cruisin into Lockport again this year along with the City of Lockport and Lockport Township Park District.

New Business- Supervisor Alberico communicated to the Board that in their packets is a print of the dedication plaque he would like to put on the entrance way wall of the new building. The plaque displays the names of people who were in office and involved with the completion of the new building. Supervisor Alberico suggested to have Attorney Mueller's name added to the plaque. The Board was in agreement. He asked the Board to proofread their names before the print is sent out to be processed for completion. There was discussion to have another plaque made with the names of all Township officials from the commencement of Township Government.

Supervisor Alberico informed the Board there will be a Budget Workshop held on February 16, 2017 at 6:30 PM at the Township building located on Farrell Road. This Workshop will include discussion of Trustees, Assessor, Highway Commissioner, Clerk and Supervisor budgets.

Supervisor Alberico stated he needs approval from the Board to discard old furniture. The items included are old cabinets and desks that were paid for with Township Funds. Attorney Mueller advised Supervisor Alberico that a surplus needs to be declared then the Township can sell or discard with the old furniture.

On the Motion of Batusich, seconded by Boyce to declare a surplus for the old furniture in the Lockport Township Government Building. Roll call vote resulted in Alberico Aye, Batusich Aye, Boyce Aye, Lewandowski Aye, and Morelli Aye.

MOTION CARRIED

Supervisor Alberico announced he will be attending a meeting next week for the Bruce Road/Caton Farm corridor. Homer Glen, Homer Township, City of Lockport and Lockport Township will be attending the meeting to discuss some issues that have occurred.

Old Business- Supervisor Alberico stated Lockport Township held their ribbon cutting ceremony on January 18, 2017. The Township had four flags donated from Federal Representative Dan Lipinski, Senator Pat McGuire, Will County Executive Larry Walsh and the Veterans of Foreign Wars Post #5788. The members from the Veterans of Foreign Wars raised the flags during the ceremony. Supervisor Alberico expressed he is looking forward to all the positive uses of the new building.

Supervisor Alberico announced the spring Newsletter is being prepared by the Township and hopes to have it mailed out to residents by the first full week in March 2017.

Attorney Mueller asked Supervisor Alberico if he has obtained any information in regards to the ownership of the various pictures in the hallways of the Central Square Building. Supervisor Alberico stated he did not speak to anyone and believes they belong to the City of Lockport. Clerk Rumchak stated she assumed these picture are historical. There was discussion with the Board about finding future pictures for the new building.

Meeting and Correspondence- Supervisor Alberico announced the Will County Planning and Zoning Commission will hold a public hearing on February 7, 2017 at 6:30 PM in the Will County Office Building located at 302 N. Chicago St., Joliet, Illinois 60432. Notice is hereby given that GLO INVEST CORP, filed the attached zoning application with the Will County Land Use Department for the property located at 2842 S. State Street, Lockport, IL 60441. The purpose of this request is to allow for the continued use of the property as a truck terminal.

On a Motion of Batusich, seconded by Boyce to recess the meeting until February 27, 2017 at 7:00 PM in the Multi-Purpose Room 127 at Lockport Township Government, 1463 S. Farrell Road, Lockport, IL 60441. The meeting recessed at 8:04 PM.

MOTION CARRIED

The Lockport Township Board of Trustees reconvened the regular meeting held on February 6, 2017 on Monday February 27, 2017 at the Lockport Township Government Building, 1463 S. Farrell Road, Lockport, IL 60441, Multi-Purpose Room 127 at 7:09 PM with Supervisor Ron Alberico presided.

Present were Supervisor Ron Alberico, Trustees Barb Boyce and Mike Lewandowski, Clerk Denise Mushro Rumchak, Highway Commissioner John Cielenski and Deputy Clerk Jessica Strickland. Present were also Delinda Harris, Dustin Stibal and Grant Spooner filming the meeting. Absent were Trustees John Batusich and Dean Morelli, Assessor Debbi Mason and Collector Lance McCalla. The meeting agenda was posted at the Lockport & Crest Hill Libraries, Lockport Township Government Building, the Lockport Township website (Clerk's section) and also on the Multi-Purpose Room door.

On a Motion of Boyce, seconded by Lewandowski to approve total bills and payroll in the amount of \$67,018.72. Roll call vote resulted in Alberico Aye, Boyce Aye and Lewandowski Aye.

MOTION CARRIED

On the Motion of Boyce, seconded by Lewandowski for approval of Assessor transfer of funds which included:

- \$1,000.00 from 001-4210 Part Time Employees to 001-4222 Full Time Employees
- \$1,000.04 from 014-4210 Part Time Employees to 001-4224 Full Time Employees
- \$13.71 from 001-6510 Office Supplies to 001-6900 Miscellaneous
- \$2,956.18 from 001-5120 Equipment Maintenance to 001-8300 Equipment Purchase

- \$1,119.30 from 001-6990 Contingency to 001-8300 Equipment Purchase

Roll call vote resulted in Alberico Aye, Boyce Aye and Lewandowski Aye.

MOTION CARRIED

On the Motion of Boyce, seconded by Lewandowski for approval of Clerk transfer of funds which included:

- \$900.00 from 002-6990 Contingency to 002-5330 Legal Service
- \$60.00 from 002-6990 Contingency from 002-4211 Extra Hours Worked

Roll call vote resulted in Alberico Aye, Boyce Aye and Lewandowski Aye.

MOTION CARRIED

On the Motion of Boyce, seconded by Lewandowski for approval of General Town transfer of funds which included:

- \$1,380.00 from 004-5960 Township Clean Up to 004-5330 Legal Service
- \$9,960.00 from 004-6990 Contingency to 004-5490 Grant Applications

Roll call vote resulted in Alberioc Aye, Boyce Aye and Lewandowski Aye.

MOTION CARRIED

On the Motion of Boyce, seconded by Lewandowski to adjourn at 7:13 PM.

MOTION CARRIED

DENISE MUSHRO RUMCHAK, TOWN CLERK